



District Resources Allocation Council Meeting

MINUTES

August 23, 2013

10:30 am - 12:00 noon • Irvine Valley College
President Conference Room

Members Present:	Debra Fitzsimons, Kathy Werle, Craig Justice, Kathy Schmeidler, Davit Khachatryan, Morgan Barrows, Carol Hilton
Not Attending:	Bob Bramucci, Mark McNeil, Bob Cosgrove, Denice Inciong, Ken Woodward, Karen Bronson, Mike Sauter
Resource/Other Attendee:	Kim McCord, Yvonne O'Tousa
Guest:	None

Committee Charge

DRAC is the SOCCCD's District Resource Allocation Council, which is a district-wide participatory governance council, charged with recommendations for the income allocation model on which the budget is based. It is charged with development and oversight of the allocation process for Unrestricted General Funds and it makes recommendations to the Chancellor. The DRAC Model is an allocation model for the district. It distributes available general fund unrestricted resources (according to the state funding formula) and other funding such as enrollment fees, non-resident fees, local income, miscellaneous income, and ending balances. It is distributed to five areas: 1) Saddleback College, 2) Irvine Valley College, 3) Contingency Reserve, 4) General Expenditures, and 5) District Services. The intention of the model is to guarantee the colleges a predictable, fair, and equitable distribution of revenues.

Convened

The meeting convened at 10:45 am.

- 1. Review/approve Minutes from June 14, 2013 Meeting**
Minutes were approved as presented.

2. Status Action Items from Previous Meeting

	Action:	Assigned to:	Deadline:	Status/Comments
1.	DRAC Models prior to 1999 and post to SharePoint	Kim McCord Yvonne O'Tousa Ken Woodward Mark McNeil	In progress	In Progress: Debra requested DRAC members search their archives and forward any DRAC Models, prior to 1999, for posting to SharePoint. 9/14/12 Ken Woodward may have archive DRAC models and will send to Debra.
2.	3 Year Averaging	Craig Justice Davit Khachtryan	In Progress	IVC will put into formal proposal format to submit in fall by DRAC proposal deadline.

3. Introduction of New Members

No new members.

4. 2014 Meeting Schedule (Handout #1)

The 2014 meeting schedule was distributed to the committee members.

5. 2013-2014 Adopted Budget and State Budget Information (Handout #2, #3, #4, #5 & #6)

Debra Fitzsimons reports to the committee members, the Faculty Association President, Claire Cesareo-Silva, is requesting a revision to the 2013-2014 Adopted Budget, page 8, section "Board Philosophy". The suggested change is as follows: (insert) "...in accordance with the district's mission statement." The committee members agree to the change and Debra Fitzsimons will present the revision to the Board of Trustees on August 26, 2013.

Action Item: Present change to Board of Trustees on August 26, 2013.

Handouts relating to the State Budget Information were distributed to the committee members as information.

6. Self-Evaluation Survey (Handout #7)

Debra Fitzsimons reminds the committee members the survey needs to be completed by 9/6/13 and will be discussed at the next meeting.

7. 5 Year Trend Report on Salary & Benefits by Location (Handout #8)

Kim McCord clarifies the following information on the report:

1) "1000" represents Academic, 2) "2000" represents Classified, 3) "3000" represents Benefits,

and; 4) the “%” line represents the Percentage of Unrestricted General Fund.

Action Item: Kim McCord will revise report and return at the next meeting.

8. Calculation of Basic Aid Receipts (Handout #9)

Kim McCord clarifies column “FY 2012-2013 Actual - line 8811-Secured - 3.00%” is a change in accounting reporting only. Also the -85%* note will be added in the next report.

Action Item: Kim McCord to revise report and return at the next meeting.

The committee members discussed the need to: 1) create more certainty for planning purposes, 2) enable long term planning, and; 3) make future projections.

Action Item: Davit Khachatryan and Kathy Werle will write a proposal on how to achieve long term planning goals through the DRAC model, by October 1, 2013. Once received, Debra Fitzsimons agreed to discuss their proposal with the Chancellor.

9. 50% Law Comparison Report (Handout #10)

Kim McCord presented the report to the committee members.

10. 320 Summary (Handout #11)

Kim McCord presented the report to the committee members. She will add a column for “2013-2014” and make some additional minor changes and return with the report at the next meeting.

Action Item: Kim McCord will revise the report and return at the next meeting.

11. DRAC Model (Handout #12)

Kim McCord and Yvonne O’Tousa presented the report to the committee members and noted there were not many changes to the report but some numbers were updated on page 5 Exhibit C.

12. Future Agenda Items

- a. Proposals regarding DRAC Model changes
- b. 320 Reports
- c. General Expenses

13. Next Meeting – Friday, September 13, 2013, District Services, Chancellor Conference Room

The committee members confirmed the next meeting.

14. Adjourn

The meeting adjourned at 12:00 noon.

Action Items

	Action:	Assigned to:	Deadline:	Status/Comments
1.	<i>Present change to Adopted Budget to the Board of Trustees on August 26, 2013.</i>	<i>Debra Fitzsimons</i>	<i>August 26, 2013</i>	<i>Pending</i>
2.	<i>Complete Self-Evaluation Survey</i>	<i>Committee members</i>	<i>September 6, 2013</i>	<i>Pending</i>
3.	<i>Revise 5 Year Trend Report on Salary & Benefits by Location</i>	<i>Kim McCord</i>	<i>September 6, 2013</i>	<i>Pending</i>
4.	<i>Revise Calculation of Basic Aid Receipts</i>	<i>Kim McCord</i>	<i>September 6, 2013</i>	<i>Pending</i>
5.	<i>Write proposal on how to achieve long term planning goals</i>	<i>Kathy Werle Davit Khachatryan</i>	<i>October 1, 2013</i>	<i>Pending</i>
6.	<i>Revise 320 Summary</i>	<i>Kim McCord</i>	<i>September 6, 2013</i>	<i>Pending</i>

Minutes prepared by: Cheryl Dobbie, Executive Assistant, Office of the Vice Chancellor, Business Services

Minutes Approved: September 13, 2013